

**Countryside Church Unitarian Universalist (CCUU) of Palatine IL  
Board of Trustees Meeting Minutes**

**Date:** August 21, 2024

**Location:** CCUU, Room 1

**Attending:** Lisa Gilley (President), Gary LaBedz (President-elect), Mike Berry (Vice President, via Zoom), Debbie Lee (Treasurer), Pat Wydell (Secretary), Ryan Schaeffges (via Zoom), Jerome McDonnell, Nancy Frenk, Peggy Simonsen (Trustees); Reverend Pam Rumancik (minister)

**Absent:** Dan Yokas

The regular monthly meeting of the CCUU Board of Trustees was called to order at 7:04 p.m. by Lisa Gilley. Rev. Pam Rumancik shared an opening reading and the Board members recited the Board Covenant. A quorum of trustees being present, the meeting proceeded with business.

**Last Month's Minutes:** Lisa moved to accept the July 17 minutes; Gary seconded the motion, and it carried unanimously.

**New Business**

**Welcome Rev. Pam:** The Board warmly welcomed Rev. Pam Rumancik, who will serve as our contract minister for the next year.

**Motion to Approve Housing Allowance:** Pat moved and Debbie seconded the motion that the Board approve Reverend Pam Rumancik designating \$32,000 from her congregational compensation package as a housing allowance for tax purposes for the 2024–2025 church year. The motion carried unanimously.

**Absentee Voting By-law Change:** The Board continued to discuss the issue of changing our by-laws to allow absentee voting by mail or by some other method, such as online voting or early voting in person. All Board members were comfortable with providing an option for absentee voting at the annual meeting, but Reverend Pam and most Board members were reluctant to allow absentee voting for calling a settled minister. A vote on this matter was tabled pending further discussion of the mechanics.

**Board Retreat:** We discussed plans for our annual retreat, October 11–12 at the church.

- Friday evening, Oct. 11, will be a Board-only meeting. We agreed to start at 5 or 6 p.m. (pending confirmation of Board members' schedules), beginning with food and a team-building exercise (making drums, answering questions on game cards, or sharing an object that is meaningful to each). At 7:00 we will join the Drum Circle in Atherton Hall. By 7:30 or so we will retreat to a back room to create this year's Board Covenant (perhaps by choosing the top 3 or 4 statements from our current covenant) and to set priorities for the coming year.
- Saturday, Oct. 12, 9:00–1:00: the Board, the Ministry Council, and any other interested congregants are invited. Focus: What can we do to support our mission? What are our goals for the coming year?

**Action Item:** A subgroup (Lisa, Gary, Rev. Pam, Mike) will continue to plan the retreat.

**Board meeting topics for the upcoming year:** The Board brainstormed strategic topics for the year. Suggestions included:

- Sustainable staffing: Plan for staff retirements, explore possibilities for sharing staff with other congregations. Consider volunteer needs and how to adjust with a smaller congregation (e.g., should we reduce the number of people on the Board or on the Nominating Committee).
- Plan for an upcoming capital campaign. Research ways to improve our stewardship drive and canvassing.
- Improve record keeping for memorials on the church grounds.
- Growth: Explore ways to welcome visitors and new members, find new ways to appeal to people. Rev. Pam has ideas for new ways to do church that might bring in younger members, such as a Sunday evening service that she plans to launch in a few months.

**Potluck Sept. 8:** Lisa reminded us that the Board is hosting the Sept. 8 potluck. We will need to arrive early to set up tables, stay late to take down tables and clean up, and plan to bring a main entrée. Ideas were discussed for ways to assign people to tables in random ways, but no consensus was reached.

**Keeping the Mission Alive:** Jerome has provided suggestions for the Sunday service announcement and offertory scripts that incorporate wording from our Mission statement.

**Review/Approve changes to the UUA Retirement plan:** Debbie reported that the changes to the UUA retirement plan do not change anything for us financially. However, the motion to approve changes to our retirement plan was tabled till September, to give us a chance to review the summary of changes to the UUA UU Organizations Retirement Plan for 2025.

<https://hrforuus.uua.org/help/en-us/41-2025-plan-restatement/256>

**Nominating Committee appointee:** One member of the Nominating Committee must be appointed by the Board. Lisa suggested some names, and the Board prioritized the people she should ask first.

**Faith in Place event:** CCUU has been invited to prepare a live or recorded message as a sponsor of the Faith in Place Annual Summit.

**Church sign:** Debbie has been researching the cost of signs. A large electronic sign of the type we would like to have costs \$30,000 to \$50,000. Debbie recommended that we include this in the Capital Campaign. She is continuing to explore smaller signs that we could afford now. Nancy has a large canvas CCUU sign that she purchased for the Pride parade, and we plan to hang that over the church front door. Debbie will also research village of Palatine rules and restrictions on signs.

**New on-going building renters:** Lisa reported that a home-school group will be renting three RE rooms every Tuesday from 10–3 and will be using Atherton Hall on Fridays. A Hare Krishna group will rent space on Friday nights.

**Mary Shelden attendance at CCUU:** Mary Shelden, our former DRE, would like to attend CCUU services; the Executive Team and the Board have no objections.

### **Ongoing Business**

**Update on Identity/Website team:** Jerome reported that the team is working on analyzing what we need on our website by exploring what people go on our website to look for. Elizabeth Van Orden will meet with Laurie Lantz to plan the website before the team goes out for bids.

**Financial Update:** Debbie Lee reported that, as expected, we received a high level of income in July, due to the prepayment of pledges recorded as income in July and the full-year payment of some pledges at the beginning of the church year. However, several expenses have increased since the budget was passed, including our Internet service and our garbage costs. In addition, Personnel expenses for the 2024–25 church year will be higher than anticipated due to spousal coverage for health insurance which we had not budgeted for. We also recently paid for some roof repairs due to leaks in the kitchen, which will come out of the capital budget. Debbie also reported that she has audited the Minister’s Discretionary Fund.

**Audit Committee appointment:** Debbie reported that Ed Munson has agreed to be on the audit committee. One other person is considering it.

**Update on Destructive Behavior Policy, Gift Policy, and the Operations Manual Refresh Task Force:** Lisa reported that Tom MacTavish, Helen Moore, and duRee Bryant have agreed to draft a new Destructive Behavior Policy. Mike Berry is working on revising the targeted gift policy. Lisa and Pat, with input from Mike, are working on revising the Operations Manual (updating portions and reorganizing the sections).

**Closing Reading & Adjournment:** Rev. Pam shared a closing reflection and the meeting was adjourned at 9:04 pm.

**Submitted by:** Patricia Harrington-Wydell, Board Secretary

**Next BOT Meeting:** September 18 at 7:00 p.m.

### **Readings for Future Months**

September 2024	Debbie Lee
October 2024	Jerome McDonnell
November 2024	Ryan Schaeffges
December 2024	Dan Yokas
January 2025	Mike Berry
February 2025	Pat Wydell
March 2025	Nancy Frenk
April 2025	Gary LaBedz
May 2025	Peggy Simonsen
June 2025	Lisa Gilley